



**Transnet Freight Rail RME**, a division of

**TRANSNET SOC LTD**

Registration Number 1990/000900/30

[hereinafter referred to as **Transnet**]

**REQUEST FOR QUOTATION [RFQ] No RME RBY 049/2014**

**FOR THE PROVISION OF: REPAIRS TO 10.97M GRP LADDERS ON AN "AS AND  
WHEN" REQUIRED BASIS**

**FOR DELIVERY TO: RICHARD BAY REGION**

**ISSUE DATE: 30 JUNE 2014 – 18 JULY 2014**

**CLOSING DATE: 22 JULY 2014**

**CLOSING TIME: 10:00**

**Section 1**  
**NOTICE TO BIDDERS**

Quotations which must be completed as indicated in Section 2 of this RFQ are to be submitted as follows:

**METHOD:** Tender box / fax / e-mail

**CLOSING VENUE:** Transnet Freight Rail RME,  
The Chairman of the Acquisition Council,  
Inyanda House 1, 21 Wellington Road,  
Parktown, Gauteng

**Note: Faxed, e-mailed and preview copies will not be accepted**

**1 Responses to RFQ**

Responses to this RFQ [**Quotations**] must not include documents or reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter.

**2 Broad-Based Black Economic Empowerment [B-BBEE]**

Transnet fully endorses and supports the Government's Broad-Based Black Economic Empowerment Programme and it would therefore prefer to do business with local business enterprises who share these same values. Transnet will accordingly allow a "preference" to companies who provide a valid B-BBEE Verification Certificate. All procurement transactions will be evaluated accordingly.

**2.1 B-BBEE Scorecard and Rating**

As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, Respondents are to note that the following preference point system is applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included).
- Bidders are to note that if the 80/20 preference point system is stipulated in this RFP and all Bids received exceed R1 000 000.00, the RFP must be cancelled.

The value of this bid is estimated to be below R1000 000 (all applicable taxes included) and therefore the **80/20** system shall be applicable.

When Transnet invites prospective suppliers to submit Proposals for its various expenditure programmes, it requires Respondents to have their B-BBEE status verified in compliance with the Codes of Good Practice issued in terms of the Broad Based Black Economic Empowerment Act No. 53 of 2003.

The Department of Trade and Industry recently revised the Codes of Good Practice on 11 October 2013 [Government Gazette No. 36928]. The Revised Codes will replace the Black Economic Empowerment Codes of Good Practice issued on 9 February 2007. The Revised Codes provide for a one year transitional period starting 11 October 2013. During the transitional period, companies may elect to be measured in terms of the Revised Codes or the 2007 version of the Codes. After

the first year of the implementation of the Revised Codes, B-BBEE compliance will be measured in terms of the Revised Codes without any discretion. Companies which are governed by Sector-specific Codes will be measured in terms of those Sector Codes.

As such, Transnet will accept B-BBEE certificates issued based on the Revised Codes. Transnet will also continue to accept B-BBEE certificates issued in terms of the 2007 version of the Codes provided it was issued before 10 October 2014. Thereafter, Transnet will only accept B-BBEE certificates issued based on the Revised Codes.

Respondents are required to complete Annexure A [the B-BBEE Preference Point Claim Form] and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

**Note: Failure to submit a valid and original B-BBEE certificate or a certified copy thereof at the Closing Date of this RFQ will result in a score of zero being allocated for B-BBEE.**

*[Refer clause 20 below for Returnable Documents required]*

### 3 Communication

- a) Respondents are warned that a response will be liable for disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer(s) or employee of Transnet in respect of this RFQ between the closing date and the date of the award of the business.
- b) A Respondent may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following Transnet employee:  
Name: Mari Maritz      Email: mari.maritz@transnet.net
- c) Respondents may also, at any time after the closing date of the RFQ, communicate with the Regional Supply Chain Manager, Lizelle Smith on any matter relating to its RFQ response:  
Telephone      035 905 4609      Email      lizelle.smith@transnet.net

### 4 Tax Clearance

The Respondent's original and valid Tax Clearance Certificate must accompany the Quotation. Note that no business shall be awarded to any Respondent whose tax matters have not been declared by SARS to be in order.

### 5 VAT Registration

The valid VAT registration number must be stated here: \_\_\_\_\_ *[if applicable].*

### 6 Legal Compliance

The successful Respondent shall be in full and complete compliance with any and all applicable national and local laws and regulations.

### 7 Changes to Quotations

Changes by the Respondent to its submission will not be considered after the closing date and time.

**8 Pricing**

All prices must be quoted in South African Rand on a fixed price basis for twelve months, excluding VAT. Prices will be fixed for twelve (12) months from date of award, thereafter adjustment will apply for the second year.

**9 Prices Subject to Confirmation**

Prices quoted which are subject to confirmation will not be considered.

**10 Negotiations**

Transnet reserves the right to undertake post-tender negotiations with selected Respondents or any number of short-listed Respondents.

**11 Binding Offer**

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

**12 Disclaimers**

Transnet is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to it. Please note that Transnet reserves the right to:

- modify the RFQ's goods / service(s) and request Respondents to re-bid on any changes;
- reject any Quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify Quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced Quotation;
- reject all Quotations, if it so decides;
- place an order in connection with this Quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider; or
- make no award at all.

Transnet reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another bidder.

**13 Transnet's supplier integrity pact**

Transnet's Integrity Pact requires a commitment from suppliers and Transnet that they will not engage in any corrupt and fraudulent practices, anti-competitive practices; and act in bad faith towards each other. The Integrity Pact also serves to communicate Transnet's Gift Policy as well as the remedies available to Transnet where a Respondent contravenes any provision of the Integrity Pact.

Respondents are required to familiarise themselves with the contents of the Integrity Pact which is available on the Transnet Internet site [[www.transnet.net/Tenders/Pages/default.aspx](http://www.transnet.net/Tenders/Pages/default.aspx)] or on request. Furthermore, Respondents are required to certify that they have acquainted themselves with all the

documentation comprising the Transnet Integrity Pact and that they fully comply with all the terms and conditions stipulated in the Transnet Supplier Integrity Pact as follows:

<b>YES</b>		<b>NO</b>	
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Should a Respondent need to declare previous transgressions or a serious breach of law in the preceding 5 years as required by Annexure A to the Integrity Pact, such declaration must accompany the Respondent's bid submission.

**14 Respondent's Samples**

Respondents are not required to submit samples.

**15 Evaluation Criteria**

Transnet will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:

Criterion/Criteria	Explanation
<b>Administrative responsiveness</b>	Completeness of response and returnable documents
<b>Substantive responsiveness</b>	Prequalification criteria, if any, must be met and whether the Bid materially complies with the scope and/or specification given.
<b>Functionality Threshold</b>	As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, Respondents are to note that functionality is included as threshold with a prescribed percentage threshold of 60%. Compliance to specifications, Lead times of repairs, Regional Footprint, and Process on record keeping will be considered as part of the technical evaluation[complete Annexure B – Technical Questionnaire]
<b>Final weighted evaluation based on 80/20 or preference point system as indicated in paragraph 2</b>	<ul style="list-style-type: none"> <li>• Pricing and price basis [firm] - whilst not the sole factor for consideration, competitive pricing and overall level of unconditional discounts<sup>1</sup> will be critical</li> <li>• B-BBEE status of company - Preference points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table indicated in Annexure A.</li> </ul>

**16 Validity Period**

Transnet desires a validity period of 90 [ninety] days from the closing date of this RFQ.

<sup>1</sup> Only unconditional discounts will be taken into account during evaluation. A discount which has been offered conditionally will, despite not being taken into account for evaluation purposes, be implemented when payment is effected.

This RFQ is valid until \_\_\_\_\_.

**17 Banking Details**

BANK: \_\_\_\_\_  
 BRANCH NAME / CODE: \_\_\_\_\_  
 ACCOUNT HOLDER: \_\_\_\_\_  
 ACCOUNT NUMBER: \_\_\_\_\_

**18 Company Registration**

Registration number of company / C.C. \_\_\_\_\_  
 Registered name of company / C.C. \_\_\_\_\_

**19 Disclosure of Prices Quoted**

Respondents must indicate here whether Transnet may disclose their quoted prices and conditions to other Respondents:

YES  NO

**20 Returnable Documents**

**Returnable Documents** means all the documents, Sections and Annexures, as listed in the tables below.

a) Respondents are required to submit with their Quotations the **Returnable Documents**, as detailed below.

***Failure to provide all these Returnable Documents at the Closing Date and time of this RFQ may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Quotations.***

All Sections, as indicated in the footer of each page, must be signed, stamped and dated by the Respondent. Please confirm submission of these Returnable Documents by so indicating [Yes or No] in the table below:

Returnable Documents	Submitted [Yes or No]
SECTION 1 : Notice to Bidders	
<ul style="list-style-type: none"> <li>- Valid and original B-BBEE Verification Certificate or certified copy thereof [Large Enterprises and QSEs]                      Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the RFQ will result in an automatic score of zero for preference</li> </ul> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> <li>- Valid and original B-BBEE certificate/sworn affidavit or certified copy thereof from auditor, accounting officer or SANAS accredited Verification Agency [EMEs]                      Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the RFQ will result in an automatic score of zero being allocated for preference</li> </ul>	

Returnable Documents	Submitted [Yes or No]
- In the case of Joint Ventures, a copy of the Joint Venture Agreement or written confirmation of the intention to enter into a Joint Venture Agreement	
- Original valid Tax Clearance Certificate [Consortia / Joint Ventures must submit a separate Tax Clearance Certificate for each party]	
SECTION 2 : Quotation Form	
SECTION 3: Vendor Application Form	
• Original cancelled cheque or bank verification of banking details	
• Certified copies of IDs of shareholder/directors/members [as applicable]	
• Certified copies of the relevant company registration documents from Companies and Intellectual Property Commission (CIPC)	
• Certified copies of the company's shareholding/director's portfolio	
• Entity's letterhead	
• Certified copy of VAT Registration Certificate [RSA entities only]	
• Certified copy of valid Company Registration Certificate [if applicable]	
ANNEXURE A: B-BBEE Preference Points Claim Form	
ANNEXURE B: Technical Submission/Questionnaire	
ANNEXURE C : Process on record keeping	
ANNEXURE D: Scope Services	
ANNEXURE E: Specifications to Repair	
ANNEXURE F: Price Adjustment for Inflation	

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 Respondent's Signature

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 Date & Company Stamp

## Section 2 QUOTATION FORM

I/We \_\_\_\_\_  
hereby offer to supply the goods/services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

- the Standard Terms and Conditions for the Supply of Goods or Services to Transnet [available on request]; and
- any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless Transnet should otherwise decide and so inform me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of correspondence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time quoted, Transnet may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by Transnet in calling for Quotations afresh and/or having to accept any less favourable offer.

### Price Schedule

I/We quote as follows for the goods required, on a "delivered nominated destination" basis, excluding VAT:

Item No	SAP Material no	Description of Goods /Services	Unit of Measure	Unit Price (ZAR)
1	TBA	REPAIR, GRP LADDER ACTUAL RATE PER HOUR	EA	
Item No	SAP Material no	Description of Goods /Services	Unit of Measure	Percentage mark-up
2	TBA	REPAIR, GRP LADDER ACTUAL MATERIAL COST; PLUS MARKUP..... %	EA	

**Delivery Lead-Time from date of purchase order :** \_\_\_\_\_ [days/weeks]

#### Notes to Pricing:

- a) All Prices must be quoted in South African Rand, exclusive of VAT
- b) Pricing need to be on an hourly rate and mark-up will be charged on spares used for the repairs on the ladders
- c) Invoices for spares used must be supplied and approved by the Contract Manager requesting the repair on the ladders before repairs commence.

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp



- d) Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.
- e) Prices are to be quoted on a delivery basis to Richards Bay, as per Annexure D: Scope of Services
- f) All prices must be quoted in South African Rand on a fixed price basis for twelve months, excluding VAT. Prices will be fixed for twelve (12) months from date of award, thereafter adjustment will apply for the second year.

"PREVIEW COPY ONLY"

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Respondent's Signature

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Date & Company Stamp

### Section 3

## VENDOR APPLICATION FORM

*Respondents are to furnish the following documentation and complete the Vendor Application Form below:*

1. **Original** cancelled cheque **OR** letter from the Respondent's bank verifying banking details **[with bank stamp]**
2. **Certified** copy of Identity Document(s) of Shareholders/Directors/Members [where applicable]
3. **Certified copies** of the relevant company registration documents from Companies and Intellectual Property Commission (CIPC)
4. **Certified copies** of the company's shareholding/director's portfolio
5. A letter on the company's letterhead confirm physical and postal addresses
6. **Original** valid SARS Tax Clearance Certificate
7. **Certified copy** of VAT Registration Certificate
8. **A valid and original** B-BBEE Verification Certificate / sworn affidavit **or certified copy** thereof meeting the requirements for B-BBEE compliance as per the B-BBEE Codes of Good Practice
9. **Certified copy** of valid Company Registration Certificate [if applicable]

## Vendor Application Form

Company trading name							
Company registered name							
Company Registration Number or ID Number if a Sole Proprietor							
Form of entity [v]	CC	Trust	Pty Ltd	Limited	Partnership	Sole Proprietor	
VAT number [if registered]							
Company telephone number							
Company fax number							
Company email address							
Company website address							
Bank name		Branch & Branch code					
Account holder		Bank account number					
Postal address							

Respondent's Signature

Date & Company Stamp

		Code	
Physical Address		Code	
Contact person			
Designation			
Telephone			
Email			
Annual turnover range [last financial year]	< R5 m	R5 - 35 m	> R35 m
Does your company provide	Products	Services	Both
Area of delivery	National	Provincial	Local
Is your company a public or private entity	Public		Private
Does your company have a Tax Directive or IRP30 Certificate	Yes	No	
Main product or services [e.g. Stationery/Consulting]			

*Complete B-BBEE Ownership Details:*

% Black ownership	% Black women ownership	% Disabled Black ownership	% Youth ownership
Does your entity have a B-BBEE certificate		Yes	No
What is your B-BBEE status [Level 1 to 9 / Unknown]			
How many personnel does the entity employ		Permanent	Part time

*If you are an existing Vendor with Transnet please complete the following:*

Transnet contact person	
Contact number	
Transnet Operating Division	

*Duly authorised to sign for and on behalf of Company / Organisation:*

Name		Designation	
Signature		Date	

**RFQ FOR THE PROVISION OF  
REPAIRS TO 10.97M GRP LADDERS ON AN "AS AND WHEN" REQUIRED BASIS IN THE RICHARDS  
BAY REGION  
FOR A PERIOD OF TWENTY FOUR (24) MONTHS**

**ANNEXURE A: B-BBEE PREFERENCE POINTS CLAIM FORM**

This preference form contains general information and serves as a claim for preference points for Broad-Based Black Economic Empowerment [**B-BBEE**] Status Level of Contribution.

**1. INTRODUCTION**

- 1.1 A total of 20 preference points shall be awarded for B-BBEE Status Level of Contribution.
- 1.2 Failure on the part of a Bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System [**SANAS**] or a Registered Auditor approved by the Independent Regulatory Board of Auditors [**IRBA**] or an Accounting Officer as contemplated in the Close Corporation Act [**CCA**] together with the bid will be interpreted to mean that preference points for B-BBEE Status Level of Contribution are not claimed.
- 1.3 Transnet reserves the right to require of a Bidder, either before a Bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by Transnet.

**2. GENERAL DEFINITIONS**

- 2.1 "**all applicable taxes**" include value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 "**B-BBEE**" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.3 "**B-BBEE status of contributor**" means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 "**Bid**" means a written offer in a prescribed or stipulated form in response to an invitation by Transnet for the provision of goods, works or services;
- 2.5 "**Broad-Based Black Economic Empowerment Act**" means the Broad-Based Black Economic Empowerment Act, 2003 [Act No. 53 of 2003];
- 2.6 "**comparative price**" means the price after the factors of a non-firm price and all unconditional discounts that can utilised have been taken into consideration;
- 2.7 "**consortium or joint venture**" means an association of persons for the purpose of combining

Respondent's Signature

Date & Company Stamp

- their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract;
- 2.8 **"contract"** means the agreement that results from the acceptance of a bid by Transnet;
- 2.9 **"EME"** means any enterprise with an annual total revenue of R5 [five] million or less as per the 2007 version of the B-BBEE Codes of Good Practice and means any enterprise with an annual total revenue of R10 [ten] million or less as per the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928;
- 2.10 **"firm price"** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs and excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 **"functionality"** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **"non-firm prices"** means all prices other than "firm" prices;
- 2.13 **"person"** includes reference to a juristic person;
- 2.14 **"QSE"** means any enterprise with an annual total revenue between R5 [five] million and R35 [thirty five] million as per the 2007 version of the B-BBEE Codes of Good Practice and means any enterprise with an annual total revenue of between R10 [ten] million and R50 [fifty] million as per the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928
- 2.15 **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.16 **"subcontract"** means the primary contractor's assigning or leasing or making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.17 **"total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Empowerment Act and promulgated in the Government Gazette on 9 February 2007;
- 2.18 **"trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.19 **"trustee"** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The Bidder obtaining the highest number of total points for the evaluation criteria as enumerated in Section 2 of the RFP will be awarded the contract, unless objective criteria justifies the award to

another bidder.

- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
- 3.3 Points scored will be rounded off to 2 [two] decimal places.
- 3.4 In the event of equal points scored, the Bid will be awarded to the Bidder scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more Bids have scored equal points including equal preference points for B-BBEE, the successful Bid will be the one scoring the highest score for functionality.
- 3.6 Should two or more Bids be equal in all respect, the award shall be decided by the drawing of lots.

"PREVIEW COPY ONLY"

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Respondent's Signature

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Date & Company Stamp

#### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

4.1 In terms of the Preferential Procurement Regulations, 2011, preference points shall be awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

4.2

B-BBEE Status Level of Contributor	Number of Points [Maximum 20]
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 4.3 Bidders who qualify as EMEs in terms of the 2007 version of the Codes of Good Practice must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EME's with B-BBEE Status Level Certificates.
- 4.4 Bidders who qualify as EMEs in terms of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928 are only required to obtain a sworn affidavit on an annual basis confirming that the entity has an Annual Total Revenue of R10 million or less and the entity's Level of Black ownership.
- 4.5 In terms of the 2007 version of the Codes of Good Practice, Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 4.6 In terms of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928, Bidders who qualify as QSEs are only required to obtain a sworn affidavit on an annual basis confirming that the entity has an Annual Total Revenue of R50 million or less and the entity's Level of Black ownership. Large enterprises must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 4.7 A trust, consortium or joint venture will qualify for points for its B-BBEE status level as a legal entity, provided that the entity submits its B-BBEE status level certificate.
- 4.8 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if

they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.

- 4.9 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialised scorecard contained in the B-BBEE Codes of Good Practice.
- 4.10 A person will not be awarded points for B-BBEE status level if it is indicated in the Bid documents that such a Bidder intends subcontracting more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not qualify for at least the same number of points that such a Bidder qualifies for, unless the intended subcontractor is an EME that has the capability and ability to execute the subcontract.
- 4.11 A person awarded a contract may not subcontract more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.
- 4.12 Bidders are to note that in terms of paragraph 2.6 of Statement 000 of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928, any representation made by an entity about its B-BBEE compliance must be supported by suitable evidence or documentation. As such, Transnet reserves the right to request such evidence or documentation from Bidders in order to verify any B-BBEE recognition claimed.

**5. B-BBEE STATUS AND SUBCONTRACTING**

**5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:**

B-BBEE Status Level of Contributor \_\_\_\_\_ = \_\_\_\_\_ [maximum of 20 points]

Note: Points claimed in respect of this paragraph 5.1 must be in accordance with the table reflected in paragraph 4.1 above and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or a sworn affidavit in the case of an EME or QSE.

**5.2 Subcontracting:**

Will any portion of the contract be subcontracted? YES/NO [delete which is not applicable]

If YES, indicate:

- (i) What percentage of the contract will be subcontracted? .....%
- (ii) The name of the subcontractor .....
- (iii) The B-BBEE status level of the subcontractor .....
- (iv) Is the subcontractor an EME? YES/NO

**5.3 Declaration with regard to Company/Firm**

- (i) Name of Company/Firm.....
- (ii) VAT registration number.....
- (iii) Company registration number.....



(iv) Type of Company / Firm [TICK APPLICABLE BOX]

- Partnership/Joint Venture/Consortium
- One person business/sole propriety
- Close Corporations
- Company (Pty) Ltd

(v) Describe Principal Business Activities

.....

.....

.....

(vi) Company Classification [TICK APPLICABLE BOX]

- Manufacturer
- Supplier
- Professional Service Provider
- Other Service Providers, e.g Transporter, etc

(vii) Total number of years the company/firm has been in business.....

**BID DECLARATION**

I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the company/firm, certify that points claimed, based on the B-BBEE status level of contribution indicated in paragraph 4 above, qualifies the company/firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct.
- (ii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 6 above, the contractor may be required to furnish documentary proof to the satisfaction of Transnet that the claims are correct.
- (iii) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, Transnet may, in addition to any other remedy it may have:
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) restrict the Bidder or contractor, its shareholders and directors, and/or associated entities, or only the shareholders and directors who acted in a fraudulent manner, from obtaining business from Transnet for a period not exceeding 10 years, after the *audi alteram partem* [hear the other side] rule has been applied; and/or
  - (e) forward the matter for criminal prosecution.

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp

**WITNESSES:**

1. ....

2. ....

SIGNATURE OF BIDDER

DATE:.....

COMPANY NAME: .....

ADDRESS:.....

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**ANNEXURE B: TECHNICAL/FUNCTIONALITY CRITERIA**

Criteria	Sub-Criteria	Indicate if your company or your subcontractor are accredited to repair GRP ladders	
		Yes (Supply proof)	No
Compliance to specifications	Accreditation		
Criteria	Sub-Criteria	Indicate how many days your company will be able to commit to	
Lead time	Lead time from the collection of the ladders from Transnet to the submission of a quotation of the repairs required	( ) days	
		Indicate how many weeks your company will be able to commit to	
	Lead time from date of award of an official purchase order to delivery	( ) weeks	
Criteria	Sub-Criteria	Response	
	Geographical Position		
Regional footprint	Where is your company situated? (Supply proof)		
Criteria	Sub-Criteria	Your company's process on record keeping	
Process on record keeping	Give a detailed process on keeping track of customer's goods for repair till the goods are repaired and delivered back to the customer	Complete Annexure C	

Respondent's Signature

Date &amp; Company Stamp



## **ANNEXURE D: SCOPE OF SERVICES**

### **REPAIRS TO 10.97M GRP LADDERS**

#### **1. SCOPE**

This contract covers the Repairs of 10,97m GRP Extension Ladders for Transnet Freight Rail (RME) OHTE in Richards Bay on an "as and when" required basis. The extension ladders need to be collected and delivered to Richards Bay.

#### **2. WORK TO BE PERFORMED**

1. The Equipment Controller will contact the Service Provider with the specific requirement.
2. The ladders will be collected from Transnet's store with a collection note and access permit.
3. The Service Provider will assess the ladders and forward a quotation for the necessary Labour and materials required for the repair, together with the quotation/s from their suppliers.
4. Transnet will review and approve the quotation, but only on receipt of an official Purchase Order, the required repair may proceed. If Transnet does not approve the quotation given due to the repair being too expensive or the ladder being beyond repair the ladder shall be returned to Transnet's store, and the Service Provider will only be paid for the labour cost on the initial repair quotation submitted.

#### **3. SPECIFICATIONS:**

1. The ladders may only be repaired by an accredited/approved supplier
2. A certificate that proves that "after repairs" the ladders comply with the attached specification (Annexure E) must be provided

#### **ADDITIONAL NOTES:**

1. All repairs must be performed at the Service Providers premises.
2. The ladders remain the property of Transnet.
3. The relevant Transnet Site Agent or Contract Manager must certify invoices for payment after the equipment was returned, inspected and tested.

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**ANNEXURE E**

**SPECIFICATION TO REPAIR PORTABLE GLASS REINFORCED  
POLYESTER (GRP) EXTENSION LADDERS**

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Respondent's Signature

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\_\_\_\_\_  
Date & Company Stamp

## 1. SCOPE

This specification covers Transnet requirements for portable glass reinforced polyester (GRP) extension ladders for use on high voltage electrical equipment.

## 2. STANDARDS

2.1 Unless otherwise specified this specification shall be read in conjunction with the current edition of the relevant SANS, ANSI or Spoornet publication where applicable.

2.2 The following publications are referred to in this specification:

- 2.2.1 (a) SANS 1304:1980 – Standard Specification for light ladders,  
 (b) SANS 121: 2000 - Hot dipped galvanised coatings on fabricated iron and steel articles – Specifications and test methods.  
 (c) SANS 911: 2004 – Natural fibre ropes  
 (d) ANSI A14.5:2000 - Safety requirements for portable reinforced plastic ladders.  
 (e) Transnet Electrical safety Instructions: 2000

### 2.2.2 QUALITY ASSURANCE

Shall comply with SABS/ISO 9000: 2000 series.

## 3. SERVICE CONDITIONS

3.1 The ladders are required for service outdoors, under the following conditions:

Altitude	: 0 to 1850m above sea level.
Ambient temperature	: Minimum: Minus 5°C
	: Maximum: Plus 45°C
Relative humidity conditions	: As high as 90%
Lightning conditions	: Severe
Ultra violet radiation	: Severe

## 4. GENERAL REQUIREMENTS

4.1 The collapsed ladder shall have a profile height viewed from the side of not more than 145mm with an overlap of 1220mm for the "Type 1" and 180mm for the "Type 1A" in order that it may take up minimum space during transport.

4.1.1 The working length of a fully extended ladder shall be 9, 75 meters with at least 1, 22 meters overlap or 10, 97 meters with at least 1, 22 meters overlap as required.

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4.1.2 The width between stiles of the fly section shall be  $295 \pm 5\text{mm}$  and the width of the base section shall suit that of the fly section.

4.1.3 Rung spacing shall be  $275\text{mm} \pm 5\text{mm}$  centre to centre

4.1.4 The mass, without the rope, of the "Type 1 shall not exceed 52kg and that of the "type 1A" shall not exceed 70kg.

## 4.2 DESIGN

4.2.1 The design shall comply, generally with the American national Standards Institute specification ANSI A14.5:2000, rating heavy duty Type 1 and extra heavy duty Type 1A.

4.2.2 The rope (Item number: 54033700- approved item name: "rope, fibre-specification: SANS 911 date 2004-markers part number: A12/03 Inflight-stores description: cotton rope 12mm 3 strand, breaking load 4.7kN') shall be located out of the user and to the side of the ladder in such a manner that loose rope will not pile up at the same base when the ladder is extended.

4.2.3 The cotton rope shall be fitted to the ladder by the manufacturer.

4.2.5 Locks shall be reliable, user friendly and extremely robust constructed. Parts shall not bend easily when the ladder is handled in a rough manner.

4.2.6 Locks shall be tested in accordance with ASNI A14.5: 2000

4.2.7 Robust constructed galvanised steel feet shall be fitted to the bottom section and shall be pointed to ensure proper anchoring in the ground when the ladder is in use.

4.2.8 All steel parts, including Bolts, nuts and rivets shall not be hot dip galvanised in accordance with specification SANS 121 or manufactured from corrosion resistant material. (Verification tests may be called for).

## 4.3 STILES

4.3.1 The ladders stiles shall be manufactured from "GRP" material complying in all aspects with ANSI A14.5:2000

4.3.2 The mechanical properties of the "GRP: shall in accordance to the table below.

**Table: Mechanical properties of "GRP" material**

Material property	Position of sample	Condition	Orientation	Units	Required Spornet
Flexural Strength	F	Dry	LW	Mpa	304
Flexural Modulus	F	Dry	LW	Mpa	18 623
Flexural Strength	W	Dry	LW	Mpa	317
Flexural Modulus	W	Dry	LW	Mpa	17 244
Flexural	W	Dry	CW	Mpa	97

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Strength					
Flexural Modulus	W	Dry	CW	Mpa	6 898
Tensile Strength	F	Dry	LW	Mpa	317
Tensile Strength	W	Dry	LW	Mpa	241

4.3.3 The tensile shall have additional weather and ultra violet radiation protection in the form of a surface veil of acceptable material and shall be fully described when tendering.

4.3.4 Furthermore the surface of the stiles shall be painted with at least one coat of a special polyurethane paint, for extra protection. Plascon No 8.Plascodure or exact equivalent

4.3.5 The stiles of the fly section shall be protected against abrasion damage when sliding over rungs and through the guides.

4.3.6 The flange of the stiles of the fly section which can slid along the overhead conductor shall be protected by means of sacrificial hard, long lasting material preferably with some adhesion to prevent excessive wear when the ladder is slid along the overhead.

4.3.7 This material shall be easy to replace or renew before it is worn away to such an extent that the stiles are damaged.

4.3.8 The bottom ends of the stiles of the fly and the base sections, both inside and outside shall be strengthened for at least 300mm with snug fitting galvanised or corrosion resistant flat sheet sections to prevent damage to the glass fibre material.

4.3.9 The bottom ends of the fly section shall be supplied with suitable robust impact resisting end fittings, which will be able to protect the ends against damage when the fly section is dropped at speed.

4.3.10 All other ends of stiles shall be finished off with suitable durable metal caps of sufficient strength.

4.3.11 Prismatic fluorescent yellow green reflective tape with rounded corners shall be applied to each stile between every second rung fixing 50mm wide by 150mm long and coated with clear varnish. The warranty of the reflective tape shall be at least 7 years.

#### **4.4 RUNGS**

4.4.1 Rungs may be of the metal type.

4.4.2 Rungs shall have a suitable flat top surface for greater comfort and suitably dimpled or serrated to prevent slipping.

4.4.3 The rungs shall be fitted to the slides so that the top flat surface is horizontal when the ladder is standing at an angle of  $75 \pm 1$  degree to the horizontal.

4.4.4 The bottom rung of the fly section shall be arranged in such a manner that it will not injure a person's foot placed against the bottom rung on the base to stabilize the ladder when the fly section is lowered or dropped.

**5. ELECTRICAL PROPERTIES**

5.1 The electrical properties shall comply in all aspects with ANSI A14.5:2000, clause 7.10.

**6. TESTS**

**6.1 Tests –general**

6.1.1 The ladders shall be subjected to type tests with the tenderer.

6.1.2 The responsibility for arranging these tests rests with the tenderer.

6.1.3 Transnet reserves the right to call for further additional type tests if considered necessary.

6.1.4 Transnet reserves the right to be present when type tests are conducted.

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\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
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**TRANSNET**



**Annexure F**

**PRICE ADJUSTMENT FOR INFLATION**

entered into by and between

**TRANSNET SOC LTD**

Registration Number 1990/000900/30

and

\_\_\_\_\_  
Registration Number \_\_\_\_\_

**RFQ Number: RME RBY 049/2014**

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**1. PRICE ADJUSTMENT FOR INFLATION**

**TRANSNET**



The proposed price adjustment indices are as follows.

Prices will be fixed for the duration of twelve (12) months from date of award of contract, thereafter adjusted as per below.

The proportions used to calculate the Price Adjustment Factor are:

<b>Proportion</b>	<b>Index prepared by: SEIFSA linked to index for:</b>
..... %	"F" is the "Fuel Index" and shall be Table L1: SEIFSA index of road freight costs: Fuel as sourced from Department of Minerals and Energy.
.....%	non-adjustable
.....%	Actual % increase from Suppliers
.....% "	L" is the "Labour Index" and shall be the "Consumer Price Index" for the urban area nearest to the Site as published in the Statistical News Release, P0141.1, Table 21, Statistics South Africa.
<b>1.00</b>	<b>Total sum equal to 1.00</b>

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